

**Retirement Board Meeting  
Montague Town Hall  
Annex Meeting Room  
Tuesday October 26, 2021  
9:00 AM**

**AGENDA**

1. **Minutes:** September 28, 2021 Retirement Board meeting minutes for review and approval.

**BOARD MOVE** to approve the minutes of the September 28, 2021 Retirement Board meeting.

2. **Contributory Retirement Warrant:** approve October 2021 Warrant #10, dated October 29, 2021, in the amount of \$317,395.85.

**BOARD MOVE** to approve October 2021 Warrant #10, dated October 29, 2021, in the amount of \$317,395.85.

3. **New Members:** approve new members listed below:

Oliver Beane, TWN, Assessing Technician, effective 9/27/21  
William Waldsmith, GMRSD, Transportation Coordinator, effective 9/13/2021  
Joanne Palhete, TWN, Custodian, effective 9/13/2021  
Katherine Siwicki, GMRSD, Paraprofessional, effective 9/20/2021  
Kayla White, GMRSD, Cafeteria Assistant, effective 9/20/2021  
Cassandra Holmes, GMRSD, Speech & Lung Path assistant, effective 10/4/21  
Roy Dennis, TWN, DPW Mechanic, effective 10/5/21  
Brenden Jacobs, GMRSD, Custodian, effective 10/12/21  
Cameron Tucker, TWN, DPW Grounds, effective 10/12/2021  
Jason Kingsbury, TWN, DPW Grounds, effective 10/12/2021  
Caitlin Kelley, TWN, Library Director, effective 10/18/21

**BOARD MOVE** to approve new members listed above.

4. **Superannuation Retirement:** approve Superannuation Retirements listed below:

Linda Hickman, TWN, Option B, effective 10/30/2021.

**BOARD MOVE** to approve Superannuation Retirements listed above.

5. **Refund of erroneous deduction:** approve refund of retirement deduction for Michael Holloway in the amount of \$51.01, withheld in error by GMRSD on 9/30/21, for work performed after he was retired.

**BOARD MOVE** to approve refund of retirement deduction for Michael Holloway in the amount of \$51.01, withheld in error by GMRSD on 9/30/21, for work performed after he was retired.

6. **Refund of erroneous deduction:** approve refund of retirement deduction for Mary Savinski in the amount of \$135.00, withheld in error by GMRSD on 9/2/2021 on Ms. Savinski's sick time buyout.

**BOARD MOVE** to approve refund of retirement deduction for Mary Savinski in the amount of \$135.00, withheld in error by GMRSD on 9/2/2021 on Ms. Savinski's sick time buyout.

7. **AS Transfer:** Cara Klempner, GMRSD, 2/22/2021 – 6/11/2021, 3 months 19 days, transfer to Greenfield Retirement Board in the amount of \$719.00.

**BOARD MOVE** to approve the transfer of Cara Klempner, GMRSD, 2/22/2021 – 6/11/2021, 3 months 19 days, transfer to Greenfield Retirement Board in the amount of \$719.00.

8. **Notice of Missing Benefit Verification Form (affidavit):** Philip Przybyla was sent a 2<sup>nd</sup> notice on 9/7/2021, was called twice with voice mail messages left both times, and was sent a 3<sup>rd</sup> notice via certified mail on 10/13/21, which was received with a signature. The retirement office still has not received his 2021 Benefit Verification Form. His retirement allowance will be withheld in November if it is not received by November 15<sup>th</sup>, until he complies per PERAC fraud prevention regulations.
9. **Notice of 91A Excess Earnings:** the Board has received notice from PERAC that ADR retiree Judith Leveille had excess earnings in the amount of \$7,750.78 for CY2020. Ms. Leveille's retirement allowance will be withheld beginning this month, (except an amount equal to her insurance deductions) until her excess earnings are recovered.
10. **CY22 Budget:** Board to review and approve the proposed CY2022 retirement system budget.

**BOARD MOVE** to approve CY2022 budget.

11. **Buyback of PT Service:** Steven Ellis, TWN, Town Administrator, requested of the State Retirement Board to purchase part-time non-membership service at the University of Massachusetts, from 9/6/1992 – 5/28/1994, a total of 1 year, 4 months creditable service. The State Retirement Board denied the request because the member was not eligible for membership in the State Retirement System at that time. Mr. Ellis requests that the Montague Retirement Board accept the liability and approve the buyback for this time under Ch.32 Section 3(5).

**BOARD MOVE** to approve the buyback and accept the liability for 1 year, 4 months creditable service for Steven Ellis, while working for the University of Massachusetts, which was denied by the State Retirement Board as he was ineligible for membership at that time.

12. **Financial Statements:** Board review August 2021 financial statements, containing the following documents:

Cash Receipts Report	Bank Statements	Monthly Trial Balance
Cash Disbursement Report	Bank Reconciliation	Y-T-D Trial Balance
Adjustments Report	PRIT Statements	Monthly General Ledger
Supplementary Schedule	PRIT Reconciliation	Y-T-D Budget

**Topics not anticipated covered in the 48 hour posting requirement.**

**Upcoming Meetings:** Tuesday November 23, 2021 at 9 AM  
Tuesday December 21, 2021 at 9 AM

**Meeting Materials:**

October 29, 2021 Warrant #10, with associated documents  
September 28, 2021 Minutes  
CY2022 Draft Budget Option 1 & 2  
Administrator Salary Survey July 2021  
August 2021 Financial Reports